

Minutes of the Meeting
Kent Memorial Library Commission

March 11, 2014

Bob Brooks called the meeting to order at 7:06 PM.

I. Roll Call

Present: Mike Alexopoulos	Robert "Bob" Brooks
Sam Coatti	Kim Lord
Benito "JoJo" Cuevo	Wendy Taylor
Joan Greenfield	Joe Grimard
Claire Kawalec	Chris Rago
Bruce Rietberg	Robert "Bob" White

II. Public Participation None

III. Minutes

Motion to approve Minutes of February 11, 2014 with no changes made by Bruce Rietberg. Seconded by Joe Grimard. Passed unanimously.

IV. Communications Received None

V. Report of the Director

Kim Lord and Wendy Taylor highlighted "Wicked Month" with the Wizard of Oz theme being a great success. Some long-overdue and overlooked raises were processed (backdated) via the new Town HR Katherine Christopher. The new WiFi is working, but Kim has ordered 1 booster to cover "dead areas". Use of our library as a back-drop for a fashion photo shoot was unsuccessful as our library was too active to accommodate. Installation of EnvisionWare, a time-print management software better allows staff to control patron computer printing.

VI. Standing Committees Reports

- (a) Buildings and Grounds – Bob White gave an update of the 33 "open" items to be dealt with. The new addition will deal with many, so only a few will be left. The round test holes in the walls will be plugged and painted shortly. A loose wooden vent on the outside of the building will be fixed or replaced.
- (b) A periodic event was done late, so it was suggested a new calendar be set up to prepare for the new Director to minimize errors. Jim's calendar system was not found.

- (c) Finance – Michael Alexopoulos advised that one of our annuities has a 5% growth guarantee expiring later 2014, and we have expenses for the ADA addition also later this year. We have to investigate our options regarding cashing it in, keeping it considering a death benefit amount, or other options. We also have to answer questions concerning taxes, penalties for early encashment, etc.

VII. Unfinished Business

- (a) ADA addition - Bob White discussed the proposed parking options prior to the Town Meeting set for March 20, 2014 to approve the ADA addition.
- (b) Strategic Plan - Bruce Rietberg gave an overview of the results of the Senior Center forum Feb. 19, 2014. The next forum is March 19, 2014 at Suffield High School via Joe Grimard.
- (c) New Director search – final 2 candidates will be interviewed by the Search Committee in March.

VIII. New Business

Suffield on the Green – Chris Rago updated us on ideas and themes for this year's SOG. We will again be on the Library side. She needs new ideas, participation by all the Commission members, and wants to get ideas about how to get younger people to participate too. She passed a signup sheet for manning the booth both days.

IX Adjournment

Meeting adjourned by Bob Brooks at 8:18 PM

The next meeting will be in April 8, 2014 at 7:00 PM.

Respectfully submitted,

Bruce Rietberg
Secretary
March 16, 2014